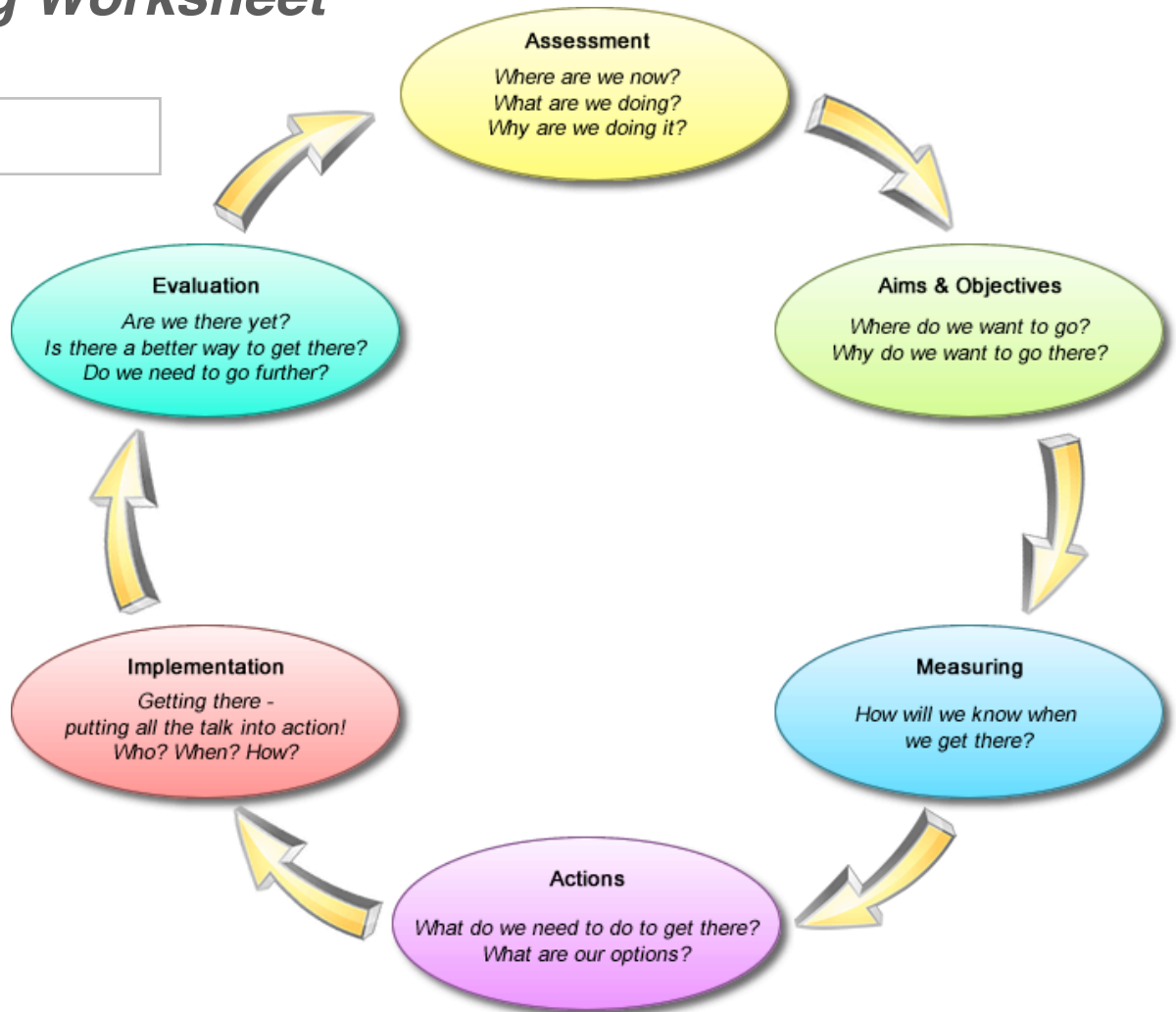


# Planning Worksheet

Focus area:



## Assessment

Where are we now?

What are we doing?

Why are we doing it?

## Aims and Objectives

Where do we want to go?

Why do we want to go there?

## **Measuring**

*How will we know when we get there?*

## **Actions**

*What resources do we need to get there?*

*What are our options?*

## **Implementation**

*Who is going to do all this? When? How?*

*Have you tried the  
TaskTracker spreadsheet?*

## **Evaluation**

*We are here.*

*Was there a better way to get here?*

*Should we go further?*